

**REAL ESTATE APPRAISERS BOARD
MAY 10, 2006**

PRESENT: Mark Kowbel, Sharon Fiedler, Roger Roslansky (excused at 11:30 a.m.), Marla Britton, Karen Scott, and Roberta Wollman

EXCUSED: LaMarr Franklin

STAFF PRESENT: Tim Wellnitz, Bureau Director, Ruby Jefferson-Moore, Legal Counsel, Nicole Goodman, Bureau Assistant, and Division of Enforcement Staff

GUESTS: Reese Phillips, Wisconsin Realtors Association, Jim Murphy, DOR, and Ron Hanson, WITC/CUTC

CALL TO ORDER

Mark Kowbel, Chair, called the meeting to order at 9:04 a.m. A quorum of six voting members was present.

ADOPTION OF AGENDA

Additions to Agenda:

- Add to Closed Session under Monitoring Reports: Linda Lynch 03 APP 037 and 05 APP 025

MOTION: Roger Roslansky moved, seconded by Karen Scott, to adopt the agenda as amended. Motion carried unanimously.

APPROVAL OF MINUTES (MARCH 1, 2006)

Amendments of Minutes

- A revised version of the draft minutes was presented which included changes to the section involving a proposed reciprocal agreement. The Board's motion was inadvertently left out.

MOTION: Karen Scott moved, seconded by Sharon Fiedler, to approve the revised minutes of March 1, 2006 as presented. Motion carried unanimously.

ADMINISTRATIVE REPORT TIM WELLNITZ, BUREAU DIRECTOR

Summary Reports on Pending Court Cases, Disciplinary Cases and Administrative Rules and Press Releases

Noted.

**PRESENTATION OF PROPOSED STIPULATIONS BY DIVISION OF
ENFORCEMENT OR ANY SUBMITTED AFTER PRINTING OF THE AGENDA**

No Presentation was given by the Division of Enforcement on the following Stipulations:

1. Shelly L. Hill 05 APP 039
2. Leah J. Sawicki 05 APP 060
3. Jeffrey M. McMahon 05 APP 093

LEGISLATION AND ADMINISTRATIVE RULES

**Public Hearing on Proposed Rules Relating to the Regulation of Real Estate Appraisers
(Chapter RL 80-87, Code)**

Mark Kowbel read e-mails sent to the Department commenting on the proposed rules. There were no speakers at the public hearing.

**Legislative Clearinghouse Report Relating to the Regulation of Real Estate Appraisers
(Chapter RL 80-87, Code)**

Ruby Jefferson-Moore reviewed the Legislative Clearinghouse Report with the Board. She prepared a response to send to the Legislative Clearinghouse and provided a copy to the Board members. The Board was satisfied with the proposed response.

Status Update on 2006 USPAP

The Report to the Legislature on Clearinghouse Rule 06-015 was submitted on April 19, 2006. The anticipated effective date of the rule is July 1, 2006.

APPRAISAL FOUNDATION

AQB 2008 Criteria Implementation Part II

Barbara Showers informed the Board that the Department will be responsible to match the course content to the proper module of the core curriculum and accurately assess the hours devoted to each topic under the new curriculum requirements. Courses that touch on numerous topics will be beyond staff expertise. The Real Estate Appraisers Education and Experience Committee members will be asked if they are interested in helping the Department evaluate these courses. The other options are to send the course through AQB for evaluation or to accept courses that are already accepted by other states. This will be effective on January 1, 2008. Courses that are beyond Department expertise and need to be reviewed by another source will be discussed with the Real Estate Appraisers Education and Experience Advisory Committee meeting later today to see if they are interested in reviewing the courses.

2006 Exposure Draft on Interpretations and Guide Notes Applying to the Real Property Appraisers Qualification Criteria

Barbara Showers informed the Board that the AQB met on May 5, 2006 and discussed five interpretations: Continuing Education Waivers and Deferrals, Continuing Education Credit for Attendance at State Appraisal Regulatory Agency Meetings, Continuing Education Requirements for Partial Years, Changing a Credential, Approval of Case Studies and Practicum Courses for Non-Client Experience. The AQB did adopt the Continuing Education Waivers and Deferrals, this became effective immediately. The deferral hours have changed from 90 days to 180 days. A second exposure draft is being done on Continuing Education Credit for Attendance at State Appraisal Regulatory Agency Meetings. Continuing Education Requirements for Partial Years is supposed to go into effect January 1, 2007. Changing a Credential and the Approval of Case Studies and Practicum Courses for Non-Client Experience has been tabled by the AQB.

SUPERVISION OF APPRAISERS

Status Update on Request Related to Recommendation for the Student Appraiser Applicant

The Board had recommended that this be posted on DRL's website and a copy be provided in the application packet. The Secretary approved this and asked that the Board prepare a draft for supervisors to be posted on the DRL website and placed in the application packet. The Board requested that a link to the Appraisal Institute and the Appraisal Foundation's website be added on the DRL's website. Mr. Wellnitz and Ruby Jefferson-Moore will be contacting the Appraisal Institute and the Appraisal Foundation to obtain approval to have a link to their website posted on DRL's website. The Board recommended that other organization's links be added in addition to the Appraisal Institute and Appraisal Foundation.

The Board also reviewed a document prepared by the Real Estate Appraisers Application Advisory Committee entitled "USPAP Comments from Real Estate Appraisers Application Advisory Committee." The Committee was satisfied with the document and did not have any changes.

Discussion of Recommendations for Supervisors

Marla Britton will prepare a draft for supervisors and provide a copy to the Board members for review at the next meeting. Mr. Wellnitz will be placing the draft on the next agenda for the Board's review.

APPRAISAL SUB-COMMITTEE

Appraisal Sub-Committee – Discussion Relating to On-Site Audit

Ruby Jefferson-Moore informed the Board that she had spoke with Vicki Ledbetter, Appraisal Sub-Committee, and she would like to meet with the Board at their October 18, 2006 meeting.

This date will be confirmed at the next meeting. The Board requested that Mr. Wellnitz add this to the next meeting agenda.

TRAVEL

AARO 2006 Fall Conference Washington D.C.

MOTION: Karen Scott moved, seconded by Roger Roslansky, to nominate Sharon Fiedler with Marla Britton as the alternate and authorize both members to represent the Board in attending the AARO 2006 Fall Conference in Washington D.C. Motion carried unanimously.

RECIPROCAL AGREEMENT

Update on recommendation Related to Proposed Reciprocal Agreement with Arizona

The Secretary has approved of the Department moving forward with the proposed reciprocal agreement with the amendments that the Board requested at the last meeting. Ruby Jefferson-Moore will be contacting Arizona and let them know about the proposed changes and see if they are in agreement.

PRACTICE ISSUES

None.

BOARD MEMBER ACTIVITY

Karen Scott mentioned that the Real Estate Appraiser Application Advisory Committee has requested that more Committee members be added to the Committee.

INFORMATIONAL MATTERS

None.

NEW BUSINESS

None.

VISITOR'S COMMENTS

None.

CLOSED SESSION

MOTION: Roger Roslansky moved, seconded by Karen Scott, to convene to Closed Session to deliberate on cases involving hearings (s. 19.85 (11) (a), Stats.); to consider licensure or discipline (s. 19.85(1) (b), Stats. to consider individual histories or disciplinary data (s. 19.85(1) (f), Stats.); and to confer with legal counsel (s. 19.85(1) (g), Stats. Motion carried by roll call vote: Marla Britton-yes; Sharon Fiedler-yes; Mark Kowbel-yes; Roger Roslansky-yes; Karen Scott-yes; Roberta Wollman-yes.

Open Session recessed at 11:15 a.m.

RECONVENE TO OPEN SESSION

MOTION: Marla Britton moved, seconded by Sharon Fiedler, to reconvene into Open Session at 11:40 a.m. Motion carried unanimously.

VOTE ON ITEMS CONSIDERED OR DELIBERATED UPON IN CLOSED SESSION, IF VOTING IS APPROPRIATE

MONITORING REPORTS

LINDA LYNCH 03 APP 037 and 05 APP 025

MOTION: Marla Britton moved, seconded by Karen Scott, to deny Linda Lynch's request for modification of limited license in 03 APP 037 and 05 APP 025. Motion carried unanimously.

CASE CLOSINGS, CITATIONS, AND CASE STATUS REPORT OR ANY RECEIVED AFTER MAILING OF AGENDA

04 APP 001

MOTION: Marla Britton moved, seconded by Sharon Fiedler, to close case 04 APP 001 for prosecutorial discretion (P5). Motion carried unanimously.

04 APP 058

MOTION: Karen Scott moved, seconded by Sharon Fiedler, to close case 04 APP 058 for prosecutorial discretion (P3). Motion carried unanimously.

05 APP 080

MOTION: Marla Britton moved, seconded by Karen Scott, to close case 05 APP 080 for no violation. Motion carried unanimously.

**DELIBERATION ON PROPOSED STIPULATIONS OR ANY SIGNED AFTER
MAILING OF AGENDA**

SHELLY L. HILL 05 APP 039

MOTION: Sharon Fielder moved, seconded by Roberta Wollman, to adopt the Findings of Fact, Conclusions of Law, Order, and Stipulation in the matter concerning Shelly L. Hill 05 APP 039. Motion carried unanimously.

LEAH J. SAWICKI 05 APP 060

MOTION: Sharon Fiedler moved, seconded by Karen Scott, to adopt the Findings of Fact, Conclusions of Law, Order and Stipulation in the matter concerning Leah J. Sawicki 05 APP 060. Motion carried unanimously.

JEFFREY M. MCMAHON 05 APP 093

MOTION: Marla Britton moved, seconded by Sharon Fiedler, to adopt the Findings of Fact, Conclusions of Law, Order and Stipulation in the matter concerning Jeffrey M. McMahon 05 APP 093. Motion carried unanimously.

**DELIBERATION ON PROPOSED ADMINISTRATIVE WARNINGS OR ANY
RECEIVED AFTER PRINTING OF AGENDA**

05 APP 077

MOTION: Sharon Fiedler moved, seconded by Marla Britton, to issue an administrative warning in the case of 05 APP 077. Motion carried unanimously.

ADJOURNMENT

MOTION: Marla Britton moved, seconded by Sharon Fiedler, to adjourn the meeting at 11:43 a.m. Motion carried unanimously.

NEXT MEETING: JULY 12, 2006